

## **REGIONAL INFORMATION BULLETIN 1:**

### **Early Alert Tracking**

The past few months Grantees have been engaged in a heightened focus on Head Start and Early Head Start Program Information Report (PIR) data; particularly around children's health and dental services, enrollment and teacher qualifications. Grantees have shared that close examination of program data has been helpful in identifying data collection and reporting errors. This has also directed attention to specific areas in need of improvement such as staff training.

The Administration for Children and Families (ACF) Program Specialists have noted that most Grantees have been re-examining current practices and have implemented changes that will increase the validity of reported PIR data. This resulted in an exceptional growth in percentages on performance indicators reflected in the PIR. All of these efforts serve as a testimony of each Grantee's commitment to obtain high level quality Head Start and Early Head Start services.

ACF Region 10 Head Start will be conducting monthly conference calls that will include the Head Start/ Early Head Start Director, assigned ACF Program Specialist, Fiscal Specialist/ Fiscal Contractor and TA Specialist. These conference calls are an integral piece of our overall ongoing monitoring process. Therefore, allowing the Regional Office to holistically review Grantee continuation applications, risk assessments and technical assistance needs. The agenda will be comprised of the following topics:

- Grantee progression on increasing percentages of targeted PIR performance indicators
- Developing effective, informed technical assistance
- Identifying and sharing the myriad of approaches that programs are taking to resolve similar challenges in their communities and states.

In addition to the PIR data, Program Specialists and your TA Specialist will be inquiring about the type of management information systems that each agency operates. It would be helpful to know the type of child information software such as, Child Plus or HSFIS, and accounting software such as, MIP that each Grantee is utilizing. This information is pertinent so that other Grantees in Region 10 Head Start can get, "tips and tricks", on how to make the best use of the same software systems.

Grantees should expect to hear from their assigned Program Specialist to schedule their first monthly conference call. It is planned to conduct these monthly calls with each Grantee by the 2<sup>nd</sup> Friday of the month, the first calls will occur by Friday, April 10th.

Attached is a copy of an internal form which will be used by the assigned Program Specialist to capture key topics and discussions. If you have any questions, please do not hesitate to contact your Program Specialist.